

19 December 1973

MEMORANDUM FOR: Special Assistant for Operations Training

SUBJECT : Distribution of FIR's

In order to provide trainees at the [REDACTED] with an overall picture of DDO reporting we would like at least one report from every field station and base to appear on our reading file during a thirty day period. We realize that one or even two days take a week may not provide us with this coverage since it is highly unlikely that on any given day Headquarters would receive at least one report from all stations and bases. Perhaps not limiting the coverage to one day's take but to a specific number of reports a week from each area division might provide us with a broader sampling. In order to judge the merits of such a program we suggest that approximately fifteen reports from each area division's weekly production be forwarded to [REDACTED] for screening and selection. We believe that after this system has undergone a trial period of perhaps sixty days we will be able to determine whether or not any adjustment is necessary.

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Distribution:

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